



Historic Courthouse
635 2nd St SE, Milaca, MN 56353
320-983-2160
www.millelacsSWCD.org

The mission of the Mille Lacs Soil & Water Conservation District is to assist area people with soil and water resource management.

Frequently Used Acronyms:

(AgBMP) Agricultural BMP Loan Programs

(BMP) Best Management Practices

(BWSR) Board of Water & Soil Resources

(CLWMP) County Local Water Mgmt Plan

(CWF) Clean Water Fund Grant (BWSR)

(DWSMA) Drinking Water Supply Mgmt Area

(MASWCD) MN Assn. of Soil & Water Cons. Districts

(MLLWMG) Mille Lacs Lake Watershed Mgmt Group

(NPDES) Nat. Pollution Discharge Elimination System

(NRBG) Natural Resources Block Grant

(NRCS) Natural Resources Conservation Service

(SCS) State Cost Share

(SRWMB) Snake River Watershed Mgmt Board

(SSTS) Subsurface Sewage Treatment System

(SWCD) Soil & Water Conservation District

(TSA 3) Technical Service Area 3

(TMDL) Total Maximum Daily Load

(WCA) Wetland Conservation Act

(WRAPS) Watershed Restoration & Protection Strategy

(1W1P) One Watershed, One Plan

MINUTES FROM THE AUGUST 15, 2018 REGULAR MEETING

The meeting of the Mille Lacs Soil & Water Conservation District (SWCD) Board was held in Conference Room D Mille Lacs County Historic Courthouse, Milaca, Minnesota.

Members Present:

Chair, Jake Janski, District 3

Vice Chair, Kurt Beckstrom, District 2

Treasurer, Robert Hoefert, District 5

Secretary, Barbara Eller, District 4

Kathy Stoeckel, District 1

Members Absent: none

Staff Present:

District Administrator, Susan Shaw

Administrator Assistant, Maggie Kuchenbaker

Visitors:

Commissioner Liaison, Genny Reynolds

NRCS, Sean Johnson

Citizen, Andre LaSalle

1. **Call to Order** Chair Janski called the meeting to order at 6:00pm
 - a. Pledge of Allegiance
2. **Conflict of Interest Disclosure Signed**
3. **Motion by Eller to approve the updated agenda as presented;** Hoefert second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
4. **Motion by Beckstrom to approve the consent agenda as presented;** Hoefert second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
 - a. Approve July 11, 2018 Regular Meeting Minutes
 - b. Approve Monthly Financial Report
 - i. Treasurer's Report

- ii. Checks written #6990 - #7018 and electronic transfer's #e18-054 - #e18-067 totaling \$39,829.98.
- c. Information Only: Partner Reports, Project Summaries, News Releases
- d. Approve authorized project payment for contract #P16-2379-1-LC-3 well sealing for Arlyn Wall in the amount of \$200.00 from FY16 Capacity Grant.
- e. Approve authorization project payment for contract #FY18-2 well sealing for Mary Dordan in the amount of \$885.00 from FY18 State Cost Share.
- f. Approve authorized project payment for contract #FY17-1 USFW Wetland Restoration Repair for Fransen in the amount of \$2,876.28 from FY17 State Cost Share and \$1,077.72 FY16 Capacity Funds totaling \$3,954.00.
- g. Approve District Administrator leave August 23 – 31, 2018.
- h. Approve Policy #2018-06 Billable rate Update effective July 1, 2018.

Type	Date	Num	Name	Memo	Amount
Paycheck	07/02/2018	6990-94	SWCD Payroll		-6,835.15
Liability Check	07/02/2018	E18-054	MSRS-DCP	98995-01	-200.00
Liability Check	07/02/2018	E18-055	PERA	9318-00	-1,368.95
Liability Check	07/02/2018	E18-056	MN Department of Revenue	6737070	-461.00
Liability Check	07/02/2018	E18-057	Electronic Federal Tax Payment System	41-1254710	-2,433.10
Check	07/09/2018	6995	MN Counties Intergovernmental Trust.	2017 Auto Audit. Customer #2900; Invoice #PCAUTO262	-404.00
Check	07/09/2018	6996	Billing's Service	June Gas	-455.45
Check	07/09/2018	6997	ArcStone	Hosting Fee; Invoice #65461	-135.00
Liability Check	07/09/2018	E18-058	Electronic Federal Tax Payment System	41-1254710	-184.82
Liability Check	07/09/2018	E18-059	PERA	9318-00	-20.00
Liability Check	07/12/2018	7003	Public Employees Insurance Program (PEIP)	00440	-3,986.40
Check	07/12/2018	7004	MVTL Laboratories, Inc.	Invoice #927038; Stream Sampling 7.9.2018	-78.00
Paycheck	07/16/2018	7005-09	SWCD Payroll		-6,910.45
Liability Check	07/16/2018	E18-060	MSRS-DCP	98995-01	-200.00
Liability Check	07/16/2018	E18-061	PERA	9318-00	-1,368.93
Liability Check	07/16/2018	E18-062	MN Department of Revenue	6737070	-461.00
Liability Check	07/16/2018	E18-063	Electronic Federal Tax Payment System	41-1254710	-2,433.06
Check	07/16/2018	7010	MCSI-MN Copy Systems Inc.	June Copies; Invoice #245386	-79.98
Check	07/17/2018	7011	Hy - Tech Automotive	#33357; Van - Fan Relay	-237.19
Check	07/23/2018	7012	VISA	7585; Meal and Class	-214.86
Check	07/23/2018	7013	VISA	8247; MK training in Baxter	-103.12
Paycheck	07/30/2018	7014-18	SWCD Payroll		-6,796.54
Liability Check	07/30/2018	E18-064	MSRS-DCP	98995-01	-200.00
Liability Check	07/30/2018	E18-065	PERA	9318-00	-1,368.92
Liability Check	07/30/2018	E18-066	MN Department of Revenue	6737070	-461.00
Liability Check	07/30/2018	E18-067	Electronic Federal Tax Payment System	41-1254710	-2,433.06
					-39,829.98

5. Open Public Forum: Local resident Andre LaSalle introduced himself to the Board.

6. Staff Reports/Presentations

- a. NRCS Report – written/verbal. Sean Johnson reported he will be relocating to Montana and that his last day at the NRCS office in Milaca will be Friday, August 17, 2018. Pat Gehling from the Foley NRCS office will be acting DC. The NRCS is currently accepting EQIP applications.

- b. SWCD Staff Report – written/verbal. AgBMP discussion.
- c. Administrator’s Report – verbal. Shaw reported that the Minnesota Department of Natural Resources sent out a notice regarding state land that is to be sold, parcel 13-029-0100. Shaw reported that BWSR Academy registration will be opening the end of August. Shaw reported that district staff are working on five different grant applications:
 - i. Mille Lacs, Isanti, Anoka Rum River Watershed partnership to address Rum River water quality improvement by implementing projects and practices on three lakes.
 - ii. Mille Lacs, Isanti, Anoka, Nature Conservancy partnership to identify landowner interest and target restoration and protection in the Rum River Watershed.
 - iii. City of Wahkon stormwater management planning
 - iv. Ag projects and practices outreach & implementation
 - v. Mille Lacs, Isanti, Anoka, Nature Conservancy partnership 319 small watershed grant for long term project implementation. Second round interviews will occur next week. The Rum watershed has made the top 19 in the first round cut narrowed from 40 applicants. Only 10 will be funded this year.

7. District Policy, Planning, Activities, Projects, & Grants

- a. Supervisor Resignation – Eller reported October 1, 2018 will be her last day as SWCD Supervisor. Administrator Shaw reported that she will post public notice of the vacancy requesting letters of interest be submitted. The next board meeting on September 12, 2018 the board will review letters of interest and appoint to fill the vacancy. **Motion by Eller to accept the resignation of Barbara Eller effective on October 1, 2018;** Stoeckel second. Opposed: Beckstrom. Abstained: Hoefert, Eller. Affirmative: Janski, Stoeckel. **The Motion Carried. Motion by Hoefert to post the SWCD Board vacancy;** Stoeckel second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
- b. District Work Plan – Written. Shaw highlighted a few areas of the work plan; develop effective community engagement section (page 1) – Shaw reported that Maslowski is having success with open houses by inviting people through personal door to door invitation; youth development (page 4) – Shaw reported that Kuchenbaker has bridged a connection between the Envirothon youth competition and wetland outreach. Eller reported that other key stakeholders would be the MLLWVG.
- c. Budget – Shaw reported she met with the County Administrator and Administrative Financial Specialist to review the 2019 draft budget.
- d. Water Management Plan – Susan reported that the County Commissioners will review the plan at the August 21, 2018 regular board meeting and that the public hearing is scheduled for September 4, 2018. Shaw reported that the SWCD has typically adopted the Mille Lacs County Water Management Plan as the District Comprehensive Plan, which guides the district work plan for 10 years.
- e. Grant Reporting – Information Only
 - i. BWSR financial reconciliation complete of FY17 Capacity and FY17 Watershed Coordinator Grants
 - ii. FY19 Capacity Match from BWSR will be \$18,200.00 (same as FY18) with opportunity to match \$22,750 if funds are available.

- f. **Motion by Beckstrom to approve the nomination of Timber Bay Camp as the Mille Lacs 2018 Outstanding Conservationist of the Year and submit them for the MN State Assn of SWCDs Award;** Eller second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**
- g. Area 3 Annual Meeting on Thursday, September 20, 2018 in Iron Mountain. Supervisors attending: Beckstrom, Eller, Hoefert, Janski. Staff attending: Kuchenbaker and Shaw.
- h. **Motion by Beckstrom to approve the support of BWSR dedicating Clean Water Funds for Forested RIM Easements in the Rum River Watershed;** Hoefert second. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**

8. Financials

- a. Approve Statement Audit – Stoeckel Approved.

9. Meetings & Events

- a. Mille Lacs Lake Watershed Management Group: August 23, 10am, MLB Government Center
Eller attending
- b. Snake River Watershed CAC & Board Meeting: August 27, 9am, Mora
Beckstrom attending

Motion by Beckstrom to approve the meeting and events; Second by Hoefert. Affirmative: Eller, Hoefert, Stoeckel. Opposed: none. **The Motion Carried.**

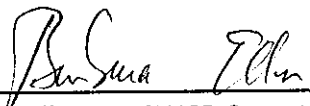
10. Informational Updates

- a. Water Management & Watershed Activities –
 - i. TSA 3 – No Report
 - ii. MN SWCD Forestry Association – Janski reported the association reviewed the tree sale survey and that the forestry association will send out a letter to SWCD boards in support of Crow Wing’s state Forester resolution.
 - iii. Mille Lacs Lake Watershed Management Group – Eller invited Supervisors to the Healthy Land, Healthy Lake event on Saturday, August 18, 2018 at McQuoid’s Inn from 9:00 to Noon. Hoefert suggested inviting the paper to the event.
 - iv. Snake River Watershed Management Board – Beckstrom reported that the board requested pictures of projects after the July flood in Mora, to show how the projects hold up to heavy rain events.
- b. Associations/ Supervisor Updates
 - i. MASWCD Board (Beckstrom, MASWCD President) – Beckstrom reported he was in Williamsburg, Virginia attending the NACD convention. The NACD is partnering with NWTF. Janski reported he will not be able to attend the resolution meeting on September 5, due to the short notice.
 - ii. Area 3 (Hoefert, Area Director) – Hoefert reported the executive meeting was held and the bi-laws were re-written. The bi-laws will be emailed to Area 3 District Administrators/Managers to distribute to their Supervisors.
 - iii. Clean Water Council (Hoefert, Farm Organization Representative) – Hoefert reported that funds were allocated, moved onto the technical committee, it will be presented at the next meeting council meeting, then off to the Governor’s office.

11. Evaluate the Meeting: No Evaluation

12. **Next Regular Meeting** – Wednesday, September 12, 2018, 6:00pm, Historic Courthouse, Conference Room D.

13. **Chair Janski** adjourned the meeting at 7:46 pm.



Barbara Eller, Mille Lacs SWCD Secretary
Jake Janski, Alternate

9-12-2018
Date